

**BUDGET EXCEPTIONS REPORT**

April 2017 - September 2017

**General Fund Income**

Appendix A

Budget Description	Annual Budget £000's	Year -End Variance £000's	One-Off/ On-going	Comments
Investment Income	(100)	(40)	On-going	Earnings from investments are currently expecting to exceed budget, this is due to buoyant cash balances, this will be closely monitored as current interest rate returns may not be achieved going forward.
Customer & Client Receipts	(4,511)	(166)	On-going	Recycling & Waste Collection income is a key driver of this variance due to latest forecasts on recycling activity and prices, demand for new bins for housing development sites and the continued proactive marketing of the commercial waste service (£67k). Other variances include a backdated recharge of officer time to Ryedale DC for HR support (£31k) and an unbudgeted charge for current year Marketing Support (£30k), increase in forecasted Council Tax collection court costs & summons due to current trends (£28k). (£22k) was received into the Cabinet Office allocation for electoral registration which is offset by costs within supplies and services. This is offset by an anticipated shortfall in private payer lifeline income £30k, the service is reviewing its products and offer to customers in line with market demands in addition recruitment is being carefully managed to mitigate the impact and telecare income is expected to exceed budget by (£6k).
Government Grants	(17,800)	92	On-going	This shortfall is due to the continued fall of Supporting People Grant £52k, this continued reduction from on-going assessment is not currently being met by private payers. From 1 April 2018 this funding will end completely. The service is constantly looking to expand its customer base balanced with finding operating efficiencies. Continued shortfall of housing benefit admin subsidy £40k.
Other Government Grant	(2,220)	(5)	One Off	NHB Returned Funding Grant 17/18 £5k
<b>Total Variance - General Fund Income</b>		<b>(119)</b>		

General Fund Expenditure

Appendix 2

Budget Description	Annual Budget £000's	Year -End Variance £000's	One-Off/ On-going	Comments
Employees	8,933	(133)	On-going	Anticipating a saving on salaries as the new structure recruitment process is completed, a number of vacancies are yet to be filled and the recruitment process continues to fill these roles. Vacancies are being carefully managed to also mitigate other service risks such as the lifeline service. It is likely that further savings will be identified through the remainder of the year that further supplement this position.
Premises	340	3	On-going	Various over and underspends through maintenance and repairs
Supplies & Services	10,574	95	On-going	There are numerous variances that make up this shortfall, the majority of which is made up of, £30k overspend due to canvassing but is offset by a grant from the Cabinet office to cover the majority of cost £22k. Waste and Recycling contract charges £29k, the environmental services contract indexation is applied on the contract anniversary each October and budgets are set based on prior years inflation forecasts. Inflation during 17/18 is higher than that estimated and as such contract costs are forecasted to be higher than budget, increased income from commercial waste and recycling collection over compensate for this shortfall based on latest forecasts. The North Yorkshire Procurement Partnership contract has been renegotiated, giving an annual cost of £12k, this budget was inadvertently removed as part of the restructure process to support a post that was later excluded. A £23k shortfall is estimated for banks charges in relation to the volume of card payments made to the authority.
Transport	155	(8)	On-going	Anticipated saving on travel costs in conjunction with vacancies across services.
Third Party Payments	37	(5)	one-off	Small saving anticipated on the annual contribution to the Home Improvement Agency.
Savings Target	-424	21	On-going	Small shortfall in the planned savings target, asset rationalisation will not achieve its target for the year due to part year rental of profile gym, but other savings proposals are being developed by officers.
<b>Total Variance - General Fund Expenditure</b>		<b>(27)</b>		
<b>Total Variances - General Fund</b>		<b>(146)</b>		

**Housing Revenue Account Income**

Budget Description	Annual Budget £000's	Year -End Variance £000's	One-Off/ On-going	Comments
Investment Income	(25)	(10)	On-going	See previous GF explanation
Housing Rents	(12,070)	(56)	On-going	The current forecast suggests an improved position over budget. The final variance will be influenced by the number of sales (12 to the end of Q2) the void turnaround time and new tenancies set at target rent.
Customer & Client Receipts	(143)	6	On-going	Expecting a shortfall in hostel rents and utility recharges which aligns to low numbers of accepted homeless cases.
<b>Total Variance - HRA Income</b>		<b>(60)</b>		

**Housing Revenue Account Expenditure**

Budget Description	Annual Budget £000's	Year -End Variance £000's	One-Off/ On-going	Comments
Premises	742	(15)	On-going	Numerous smaller items make up this variance, there are anticipated savings on solid fuel servicing (£11k), community Centre utilities, repairs & maintenance (£9k) offset by a £5k estimated shortfall in gas servicing due to an increase in gas users compared to solid fuel.
Transport	117	(3)	On-going	Anticipated fuel savings on the current vehicle fleet.
External Interest Payable	2,638	(223)	On-going	This saving is based on the assumption that no external borrowing will be taken out for new developments within the HRA this financial year, the use of internal borrowing (using cash reserves) is anticipated rather than PWLB borrowing.
Pension deficit reduction savings	(140)	(77)	On-going	The reduction in pension deficit payments in the HRA as a result of the payment made in 16/17 is higher than anticipated in the budget.
<b>Total Variance - HRA Expenditure</b>		<b>(318)</b>		
<b>Total Variances - HRA</b>		<b>(378)</b>		

**SAVINGS PLAN**

Indicative Profile - GF

Appendix B

Potential Saving	Sponsor	2017/18 £000's	2018/19 £000's	2019/20 £000's	Original Risk	October 2017 Update	Current Risk
Pest Control	KC	15	15	15	Low	Contract completed - charge for rats passed on to customers	Low
Income generation	SR	0	0	185	High	Project not yet started. Project to commence Q2 2017/18 with a root and branch review of our approach to fees and charges. Aim to develop proposals for delivery in 2019/20.	High
Process improvements /on-line transactions	JS	0	70	91	Medium	First phase of Housing Management System estimated for implementation April 2018 but full implementation of all modules expected to take 2 years. Delivery will be in line with the project plan yet to be finalised with the supplier. Project brief for digital transformation project (channel shift) approved at ELT. Business case being developed which will include specific estimates of savings.	Medium
Planning service review	JC	0	200	200	Medium	To date there have been no fee refunds issued, but further work is required to quantify the impact. Form 1 July Approval has been granted to recharge for viability assessments and depending upon requirements could recover up to £30k for 17/18. The Planning sub-committee has been stopped which generates internal efficiencies and savings on Member expenses Income from. Pre-application advice is increasing in line with proposals for prospective major developments to an estimated £40k in 2017/18. A small savings on consultation fees is expected of £10k. High workloads relating to listed building/ conservation work mean that other projected savings are unlikely to be delivered at the present time.	High
Asset rationalisation	JS	26	100	100	Medium	A bid has been put forward for the 2018/19 budget to bring contact centre to the Civic Centre. This project will be dependent on that bid progressing as well as being subject to negotiation on Market Cross lease. There is potential to sub-let after relocation of contact centre to Civic Centre but dependent upon completion of extension - if achievable. Budget indicates first saving on this likely to be 2019/20. Ex Profiles Gym has been let to a tenant which will generate £26k in the current year and £40k in future years.	High
Commissioning & collaboration	JS	0	0	80	High	The savings in this area expected in 2019/20 have not yet been identified.	High

## Scrutiny Agenda Item 6 Appendix 2

### SAVINGS PLAN

Appendix B

New SDHT Loans	DC	30	60	100	High	Support for new build acquisitions at Ousegate Selby agreed and now subject to contract with developer. A detailed business case for the development of a new 5-unit scheme at Riccall will soon be submitted to the Executive for approval. A revised Housing Development Programme will also shortly be presented for discussion, which is expected to increase scope, ambition and opportunities for lending significantly.	High
Lending to third parties	DC	0	0	40	High	This work will be considered as adoption of the Economic Development Strategy is achieved, and the Programme 4 Growth 3 is developed.	High
Programme for Growth	DC	0	0	250	High	Work on a new Site & Premises Register will shortly be initiated, and extensive consultation with local small-medium sized enterprises is ongoing. This is expected to highlight a lack of high-quality incubation space throughout the District, and provide potential investment opportunities	High
Tax Base Growth	DC	0	50	75	Medium	Planning income has risen and the Council is investing significantly in capacity to deliver its ambitious growth agenda. Indicative tax base at June 2017 a growth in the tax base of 130.2 properties since April 17.	Medium
Business Rates Growth	DC	0	0	200	High	A new Economic Development team has recently been recruited who will deliver the Council's Economic Development Strategy and proactively foster new inward investment and indigenous business growth.	High
PFI	KI	57	60	60	Low	Completed	Low
MRP	KI	185	185	185	Low	Completed	Low
Pension Fund Deficit	KI	406	419	433	Low	Completed	Low
<b>Total Savings</b>		<b>719</b>	<b>1,159</b>	<b>2,014</b>			
<b>Assumed Savings Target</b>		<b>740</b>	<b>1,053</b>	<b>1,698</b>			
<b>Surplus / (Shortfall)</b>		<b>- 21</b>	<b>106</b>	<b>316</b>			

**NB Low risk savings assumed to be delivered at 100%**

**SAVINGS PLAN**

Appendix B

Indicative Profile - HRA

Potential Saving	Sponsor	2017/18 £000's	2018/19 £000's	2019/20 £000's	Risk	October 2017 Update	Current Risk
Process improvements /on-line transactions	JS	0	5	194	Medium	First phase of Housing Management System estimated for implementation April 2018 but full implementation of all modules expected to take 2 years. Efficiencies to be realised through automation and better access/workflow - baseline position for key processes will be mapped as part of early preliminary work to enable an estimate of benefits and likely realisation timescale. Delivery will be in line with the project plan yet to be finalised with the supplier.	High
Commissioning & collaboration	JS	0	0	20	High		High
Pension Fund Deficit	KI	217	226	235	Low	Completed	Low
<b>Total</b>		<b>217</b>	<b>231</b>	<b>449</b>			
<b>Assumed Savings Target</b>		<b>140</b>	<b>148</b>	<b>310</b>			
<b>Surplus / (Shortfall)</b>		<b>77</b>	<b>83</b>	<b>140</b>			

*Low risk savings assumed to be delivered at 100%*

# Scrutiny Agenda Item 6

## Appendix 2

2017/18 Selby District Council Capital Programme - To 30 September 2017

### Appendix C

General Fund	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
Sport Grounds Improvement Works	30,000.00	0.00	0.00	0.00	24,000.00	(6,000.00)	Refurbishment of Denison Road Changing Rooms completed - awaiting invoice for works.
Selby Park Improvement Work	45,000.00	0.00	0.00	0.00	45,000.00	0.00	Programme includes two distinct elements - rebuilding a wall which is in a poor state of repair and upgrading the lighting. Works to the lighting is linked to the wider town centre strategy so is currently on hold pending the outcome of discussions. The contract to rebuild the wall has been awarded and works will commence in February/March 2018.
Asset Management Plan - Leisure & Parks	2,940.00	0.00	0.00	0.00	0.00	(2,940.00)	IHL have completed inspections of the items in the planned maintenance programme for 2018/19. No works are required at this time and so these items have been deferred for a further 12 months.
Industrial Units - Road Adoption	325,000.00	0.00	0.00	0.00	325,000.00	0.00	Work towards this scheme has not yet commenced.
Portholme Road Culvert	288,734.00	0.00	3,968.00	3,968.00	288,734.00	0.00	At detailed design stage and final tender, issues were with utilities not being where plans stated. Will require going under Portholme Road and will be pushed back until after the Police move to avoid disrupting emergency traffic.
Bus Station Refurbishment	53,000.00	0.00	0.00	0.00	53,000.00	0.00	Works to improve the bus station are linked to the emerging town centre strategy so have not commenced.
Police Co-Location Project	413,450.00	0.00	0.00	0.00	229,708.00	(183,742.00)	The co-location project budget reflects the value of the business case approved by Executive in July 2016 but has been reduced and revised due to the Police covering their own capital costs (option2). Contracts are still being finalised with NYP and the NHS which include access and the construction contracts. It is anticipated work will start on site in November, completion and fitting out of the extension and adaptations will be completed by May 2018.
Industrial Units Maintenance	47,000.00	0.00	0.00	0.00	47,000.00	0.00	A detailed programme of improvements has recently been finalised and quotations for undertaking various elements of the works will shortly be sought.
Car Park Improvement Programme	300,000.00	0.00	0.00	0.00	300,000.00	0.00	Groundwork have been commissioned to prepare designs for three priority car parks in the town centre. Currently awaiting surveys etc., to inform detailed design proposals. Tree work due to commence.
Website Development (Webchat)	10,000.00	0.00	0.00	0.00	8,500.00	(1,500.00)	The business case for Webchat didn't not represent Value for Money. However, funding will be used for necessary changes to the website to support Digital Transformation and Channel Shift. Likely timescale End 17/18, early 18/19.
DIP System upgrade	20,000.00	0.00	0.00	0.00	15,000.00	(5,000.00)	Discussions underway with software suppliers to integrate the document management system with back office software (API) This links to the channel shift project and the development of e-forms. £20k will be committed for this project in Quarter 3
GIS System	100,000.00	20,000.00	8,784.00	(11,216.00)	100,000.00	0.00	Business Case approved and project progressing with 120 GIS layers now available and the terrier maps scanned. Delivery of the project runs through to June 2018. Remaining budget is allocated to: Terrier Map scanning £4k (Oct 17) Planning Maps scanning £5k (Dec 17) Purchase of the Land Registry Layer £5k (Nov 17) Training for system roll out £10k (Jan 18) Additional Licences £10k Tender for scanning and indexing property deed packets £55k (Feb 18).
Benefits & Taxation System upgrade	75,000.00	0.00	0.00	0.00	35,000.00	(40,000.00)	This links to the recommendations identified in the Revs & Bens service review and the Digital Transformation projects on channel shift. The business case has been written for channel shift with the emphasis on web forms and a customer portal. We are still waiting for costings following demos. It is the intention that this money will be committed for phase 1 of the Channel shift project by Quarter 3. £4.5k is committed for overpayments and subsidy modules
IDOX Planning System	60,000.00	0.00	0.00	0.00	30,000.00	(30,000.00)	Discussions with the Planning Service and D&S to start following the planning review recommendations report. Scoping the requirements will commence in Q2 alongside discussions with the software suppliers. The introduction of Enterprise workflow and Uniform 11 upgrade will mean that £20k will be committed in Quarter 3.

2017/18 Selby District Council Capital Programme - To 30 September 2017

General Fund	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
Committee Management System	18,000.00	0.00	0.00	0.00	18,000.00	0.00	Currently assessing current providers by visiting other authorities. Following this process, specification for tendering will be put together.
Northgate Revs & Bens	7,730.00	3,865.00	10,885.00	7,020.00	10,885.00	3,155.00	Committed £5750 for changes to Victoria Forms. Committed £3155 for changes to SBRR
Software/Hardware	11,490.00	5,745.00	1,840.00	(3,905.00)	11,000.00	(490.00)	£11k allocated to ELT for new devices which have now been implemented.
Electronic Payments Project	46,680.00	950.00	950.00	0.00	30,000.00	(16,680.00)	Linked to the Digital Transformation project. Awaiting costings from software suppliers before completing the Business Case with recommendations. Actual costs and committed spend will be understood throughout Quarter 2. £950 committed to validate Sundry Debt transactions
Servers - ICT Infrastructure Replacement	88,751.00	44,376.00	33,557.00	(10,819.00)	88,751.00	0.00	£25k has been spent on upgrading the SAN storage and £9k to increase the number of remote licences. This enables greater resilience and flexibility to our ICT Infrastructure. The remaining funding is allocated to the purchase of Microsoft Licences for which discussions are underway with suppliers.
Environmental Health System	5,000.00	2,500.00	6,850.00	4,350.00	6,850.00	1,850.00	M3 software will be upgraded in August 17 with £2000 committed. Oracle 12c upgrade for PSN compliance has been scheduled for Quarter 3 at a cost of £2000, similarly likely to overspend which can be managed through savings.
Councillor Tablets	18,340.00	0.00	0.00	0.00	19,546.00	1,206.00	PO to be raised to NYCC for tablets, small overspend to be managed from savings on other schemes.
Mobile Working Solution	249,800.00	0.00	0.00	0.00	249,800.00	0.00	Paper being submitted in November to ELT to progress with Modern Office Programme which will provide a top line plan for costs, timescales and implementation. Envisage the large majority of these costs to arise in next year 18/19 following full approval from ELT.
Housing & Asset Management System	511,780.00	0.00	0.00	0.00	511,780.00	0.00	The tender evaluation has been completed and the contract has been awarded to Civica. Workshops arranged to discuss and progress the implementation.
ICT - Infrastructure Costs	60,000.00	0.00	0.00	0.00	60,000.00	0.00	On track awaiting NYCC invoicing - £40k is allocated to purchase upgraded ESXI hardware and a further £5k is allocated to replace our SAN Switch Ports in 17/18. The remaining £15k is allocated to make Infrastructure and DR improvements such as increasing the Wi-Fi connectivity.
ICT - Desktop Replacement Programme	17,500.00	8,750.00	9,881.00	1,131.00	17,500.00	0.00	Due to the age of our equipment the remaining budget is allocated to purchasing IT hardware for Officers when equipment fails during 17/18. £10k spent on equipment for new starters in the re-structure
Private Sector - Home Improvement Loans	46,500.00	23,250.00	(800.00)	(24,050.00)	38,750.00	(7,750.00)	A number of loans are being processed and we would still expect to meet at least the forecast spend by year end. A number of loans continue to be repaid in line with loan conditions. All repayments are recycled for re-use in the private sector which allows us to support additional vulnerable households with urgent repairs/improvements.
Disabled Facilities Grants	573,958.00	286,979.00	53,621.00	(233,358.00)	380,000.00	(193,958.00)	The current DFG programme is expected to spend around £400k by year end. Spend on mandatory private sector DFGs has slowed a little recently due to staff changes at the Home Improvement Agency (HIA) amid uncertainty around the future funding of the HIA service. A review of the DFG service has commenced to consider this uncertainty and to also look at how the service can be expanded in line with the additional resources made available through the Better Care Fund.
New Build Projects	3,493,360	0	0	0	3,493,360	0	Funding available to support loans to the Housing Trust, it is anticipated that contracts for the development of a site in Riccall for 5 properties will be signed off on 27 October for work to commence 13 November. Progress on other schemes will be reported when further information is available.
	<b>6,919,013.00</b>	<b>396,415.00</b>	<b>129,536.00</b>	<b>(266,879.00)</b>	<b>6,437,164.00</b>	<b>(481,849.00)</b>	



## Appendix C

## Appendix 2

2017/18 Selby District Council Capital Programme - To 30 September 2017

Housing Revenue Account	Annual Budget	Year to date Budget	Year to date Actual	Year to date Variance	Forecast	Forecast Variance	Comments
Kitchen Replacements	140,000.00	0.00	5,300.00	5,300.00	140,000.00	0.00	Works commenced on site 9th October 2017. Programme scheduled for completion 15th December 2017.
Pointing Works	853,994.00	0.00	2,585.00	2,585.00	336,000.00	(517,994.00)	Contract kick start meeting held on 10th October 2017. Works programmed to commence on 8th January 2018 with completion scheduled of first tranche by 17th March 2018. Budget linked to roofing replacement below, as costs for pointing works included within that project to be funded from this stream. Realignment of budget between financial years will be required.
Electrical Rewires	240,000.00	120,000.00	65,522.00	(54,478.00)	220,000.00	(20,000.00)	Rolling programme of works.
Bathroom Replacements	30,000.00	0.00	690.00	690.00	30,000.00	0.00	Programme to commence in January 2018. Looking to roll 2017/18 budget in with 2018/19 budget to implement a larger programme of improvements.
Asbestos Surveys	30,000.00	0.00	0.00	0.00	30,000.00	0.00	Work is being progressing linking to the new Housing management system. The new Asbestos module is being progressed as a priority and the new supplier will us this module.
External Cyclical Repairs (Painting & Windows)	160,000.00	0.00	(1,692.00)	(1,692.00)	160,000.00	0.00	Preparation of tender documentation currently underway. Programme to be run concurrently with door replacement programme. Works anticipated to commence January 2018.
Central Heating System Replacements	545,000.00	87,500.00	51,851.00	(35,649.00)	175,000.00	(370,000.00)	Significant savings anticipated this year due lower than expected system failures resulting from improved standard of boilers installed over the last few years. A programme of 'just in time' replacements is scheduled to commence in January 2018 as system failures become evident during the winter months.
Roof Replacements	532,650.00	0.00	5,106.00	5,106.00	15,000.00	(517,650.00)	Stage 1 Section 20 leaseholder consultation complete. Tender preparation currently underway. Indicative programme of tender process and conclusion of leaseholder consultation will result in start on site circa May 2018. Element of works package will be funded through pointing budget as per commentary above. Realignment of budget between financial years will be required.
Damp Works	220,000.00	110,000.00	91,263.00	(18,737.00)	210,000.00	(10,000.00)	Work continues with a mix of programmed and responsive works including some prevention measures (improving ventilation).
External Door Replacements	130,000.00	15,000.00	13,729.00	(1,271.00)	130,000.00	0.00	Preparation of tender documentation currently underway. Programme to be run concurrently with painting and window programme as per commentary above. Works anticipated to commence January 2018.
Void Property Repairs	65,000.00	32,500.00	31,872.00	(628.00)	65,000.00	0.00	work ongoing
Fencing Programme	50,232.00	10,000.00	11,653.00	1,653.00	50,000.00	(232.00)	Programme of one-off replacements already completed. Works to finalise main programme underway - awaiting health and safety information from statutory service providers. Programme scheduled to commence in November 2017.
St Wilfrid's Court	13,000.00	0.00	0.00	0.00	13,000.00	0.00	Upgrades to the Lifeline system have not progressed.
Laurie Backhouse Court	28,000.00	0.00	(17,069.00)	(17,069.00)	29,000.00	1,000.00	M&E specialist appointed to oversee drawing up of detailed specification, contractor selection and installation on site. Awaiting confirmation of programme.
Environmental Improvement Plan	182,555.00	35,000.00	29,332.00	(5,668.00)	70,000.00	(112,555.00)	Currently developing eligibility criteria for projects to be considered for funding under this budget stream. Proposals to be presented to JR/ST on 13th October 2017, prior to seeking wider engagement from others within SDC and beyond.
Housing Development Project	53,180.00	53,180.00	34,747.00	(18,433.00)	34,747.00	(18,433.00)	Savings from the Byram Park Road Flats site clearance
Garage Sites	20,000.00	10,000.00	1,650.00	(8,350.00)	20,000.00	0.00	Upgrade works on going
Ousegate Hostel	60,000.00	0.00	0.00	0.00	60,000.00	0.00	Proposals for improvement programme to be discussed at meeting on 12th October 2017. Potential works include replacement kitchens, bathrooms, re-decoration etc.
Footpath Repairs	30,000.00	5,000.00	4,735.00	(265.00)	30,000.00	0.00	A programme of inspections is currently underway to identify the scope and scale of works required. Potential to link this budget with the estate enhancement budget to provide a comprehensive improvement programme to our estates. A specification and tender is currently being prepared. Works are anticipated to commence in January 2018.
Estate Enhancements	133,000.00	66,500.00	9,025.00	(57,475.00)	133,000.00	0.00	See above comments.
Phase 1 Hsg Dev. Byram / Eggborough Bungalows	981,640.00	981,640.00	899,906.00	(81,734.00)	980,000.00	(1,640.00)	Scheme complete for the provision of 15 bungalows in Byram & Eggborough and occupied, last valuation and retention fees left to pay.
Phase 2 Hsg Dev. Byram Park Road	1,612,000.00	0.00	6,123.00	6,123.00	1,612,000.00	0.00	Scheme has been approved by the Executive and is now making changes to the design of the scheme after planning feedback. The HCA are looking favourably at supporting the scheme but as yet there has not been any financial commitment from them. The scheme is still anticipated to start on site during December.
	<b>6,110,251.00</b>	<b>1,526,320.00</b>	<b>1,246,328.00</b>	<b>(279,992.00)</b>	<b>4,542,747.00</b>	<b>(1,567,504.00)</b>	
<b>Total Capital Programme</b>	<b>13,029,264.00</b>	<b>1,922,735.00</b>	<b>1,375,864.00</b>	<b>(546,871.00)</b>	<b>10,979,911.00</b>	<b>(2,049,353.00)</b>	

# Scrutiny Agenda Item 6

## Appendix 2

**Programme for Growth 2017/18 Financial Year Project Updates - To 30 September 2017**

Appendix D

Project	Lead Officer	Budget £	Spend to date £	Forecast £	Forecast Variance £	Update
Towns Masterplanning	Angela Crossland	150,000	0	150,000	0	Project Brief shared with Lead Members and Leadership Team. Anticipated commissioning process October/November with commitments from Nov/Dec 17. Project Initiation to follow Plan Selby public consultations. Anticipated for Jan/Feb 2018
Visitor Economy	Angela Crossland	270,000	195,000	287,045	17,045	Make it York now commissioned to produce VE strategy and action plan. Timeline on track to complete for February 2018. Projects flowing from the action plans will be subject to individual business case. Early events programmes developing outside of P4G fund. Available on SDC website and promoted through social media. Impressions analysis available.
Stepping Up' Housing Delivery	James Cokeham	50,000	138	50,000	0	Project discussed with Local Partnerships, brief developed and draft proposal submitted. Agreed with Portfolio Holder to place project on hold until appointment of a new Housing & Regeneration team later in the year.
Olympia Park	James Cokeham	200,000	0	200,000	0	Due diligence work on deliverability of the original site masterplan is due to conclude in early August. This work will be presented to the Executive, with a new approach to the site outlined. If this is supported, this project will fund feasibility and preparation of a significant bid to the Homes & Communities Agency through the Housing Infrastructure Fund.
Strategic Sites Masterplanning	James Cokeham	391,755	143,917	391,755	0	Masterplanning work on strategic sites is underway, including Olympia Park Due Diligence Reports. Likely projects will include strategic infrastructure response to Sherburn Employment sites.
Access to Employment	James Cokeham	100,000	0	50,000	-50,000	Liaison with local businesses has emphasised the increasing severity of labour market challenges at Sherburn-in-Elmet. This will likely be exacerbated by the impending development of S2. A Business Forum will be established by the Council's new Senior Inward Investment Officer to fully understand the scope of the issue - this project will then fund a response (along with, it is envisaged, private sector contributions). This project will now run over 2 years.
Green Energy	James Cokeham	50,000	0	25,000	-25,000	This project will be developed in more detail following recent recruitment in the Economic Development team and Head of Finance's attendance at an APSE demonstration event in Swindon (18/07/17). This project is expected to begin later in the year and run into 2018/19.

Scrutiny Agenda Item 6  
Appendix 2

Appendix D

Project	Lead Officer	Budget £	Spend to date £	Forecast £	Forecast Variance £	Update
Growing Enterprise	James Cokeham	85,000	2,109	83,900	-1,100	Match funding contributions paid to EU Leeds City Region business support programmes - AD:Venture & Digital Enterprise. This project will fund small business support activity. A brief is being developed, in close consultation with the portfolio holder, by the Council's newly appointed Senior Business Advisor which will set out the scope of the project in detail. The project is also seeking to develop income streams from support provision, which may mean that delivery from this project can extend into the next financial year.
Church Fenton Studios	Dave Caulfield / James Cokeham	300,000	0	300,000	0	Liaison is ongoing with the site owners, key regional stakeholders and potential investors as to the site's future. Until these discussions have concluded, the scope of any potential project cannot be clarified, but we are hopeful of development in late summer. Positive progress has been made, currently there is no indication that public money will be required but the forecast is maintained as this is not as yet certain.
Business Space & Accommodation Review	James Cokeham	30,000	0	30,000	0	Project brief in development by Senior Inward Investment Officer and procurement options being discussed with the Procurement & Contracts Team. Completed project expected by February 2018.
Healthy Living Concepts Fund	Angela Crossland	50,213	4,000	50,213	0	Holiday clubs commenced summer 2017 with a focus on engaging parents to design adult activity and nutrition sessions as part of the programme. Selby Big Local looking to fund the programme once outcomes from this programme are gathered. Further spend on the fund will be outlined through a multi-agency health action plan to be completed by end of 2017.
Marketing Selby's USP	Mike James	57,914	17,785	57,914	0	First priority has been to create the series of 'case studies' that tell the story of the district. These are based on the issues businesses themselves have said are reasons for their success in the district, as well as data gathered as part of the development of the new Economic Development Framework. We have 20 case studies in the initial batch, in which we focus on an existing business in the district and link this back to a specific business or quality of life issue on our list of 'key messages'. Feedback from business is that this will work best if the material sits within an independent place brand, rather than this just being linked back to the brand of the Council: this is about branding the place, rather than branding a single organisation. Creating a brand concept has, therefore, become part of the overall project. We're working on the concept of branding the area as being 'at the heart of Yorkshire', as this helps to tell the story of our connectivity (a key business attribute) as well as helping to create an emotional connection: if we're to influence perceptions then we need to develop this type of emotional connection.

Scrutiny Agenda Item 6  
Appendix 2

Appendix D

Project	Lead Officer	Budget £	Spend to date £	Forecast £	Forecast Variance £	Update
Retail Experience - Tadcaster Linear Park	Angela Crossland	180,000	25,000	203,236	23,236	Final design work completed and costings for work to be finalised October 2017. An unforeseen delay in project due to Environment Agency remedial works required on flood bank. Project suspended until this work is completed. Due Oct/Nov 2017. Due to seasonal weather, this will now pick up Spring 2018. Scheme includes Tadcaster town Council funds of £80k. TTC remain committed to support.
Retail Experience - STEP	Angela Crossland	123,700	16,000	60,000	-63,700	A 2 year delivery plan in place to spend this fund therefore an amount of the full total will be realigned to 2018/19. Grants given to support Selby Arts Festival and Selby Food Festival. Small Business Saturday and Shop Local initiatives planned for Christmas 2017.
Empty Homes	June Rothwell / Simon Parkinson	115,475	0	100,000	-15,475	In May it was agreed to adopt the York and North Yorkshire Empty Homes Strategy 2017-2020 and we are currently working to create a local Action Plan for Selby District. A working group has been set up to help develop the action plan and membership of the group includes representation from the Executive. This group has worked to agree a number of key principles in relation to how we target empty homes; the support we will offer owners of empty properties, and what enforcement action we will consider. Whilst this work is on-going and whilst we continue to finalise the action plan our Empty Homes Officer is visiting all empty properties to undertake an assessment of the type of property and the condition of the property. This will enable us to target support and enforcement action accordingly. The Empty Homes Officer is a new role that was created during the recent restructure to drive forward the work on empty homes. Once we have finalised the action plan proposals, they will be presented to the Executive for approval.
Selby District Housing Trust	Julie Slatter / James Cokeham	30,000	14,000	30,000	0	This fund previously paid for half of the Housing Development Manager post, which has now been deleted from the new corporate structure. The scale of ambition in the emerging Housing Development Programme will clarify the resource implications for SDHT and the use of this recurring annual budget.
Sherburn All-Weather Pitch	Angela Crossland	200,000	190,000	200,000	0	Project completed. Awaiting completion certificate then final grant award will be given.
		<b>2,384,057</b>	<b>607,949</b>	<b>2,269,063</b>	<b>-114,994</b>	